

**Wethersfield Library Board  
Minutes of February 23, 2010**

**Members present:** Kim Bobin, Susan Grady, Jenny Miglus, Brad Milvae, Ralph Horowitz, Tim Tuell

**Others:** Laurel Goodgion, Library Director; Martha Mayer, Friends of the Library; David Drake, Council Liaison.

**Excused:** Clare Meade, David Troy

**CALL TO ORDER:** Secretary Jenny Miglus called the meeting to order at 7:03.

**PUBLIC COMMENT:** None

**ADDITIONS TO THE AGENDA:** None

**FRIENDS OF THE LIBRARY:**

- The Romance book sale yielded \$200; the Children's book sale yielded \$500.
- The two-day book sale on March 26-27 is being organized.
- Martha distributed a spreadsheet showing contributions of the Friends of the Wethersfield Library for the years 2003 to 2009. The Friends have generously contributed a total of \$144,042 in that time. The majority of these funds were used to purchase furniture and equipment after the renovation of the Library. The Friends had been saving money for years in anticipation of the renovation.
- Membership is growing slowly but steadily.

**Polly Moon arrived at 7:10**

**COUNCIL LIAISON:** David Drake reported that approximately \$40,000 toward a RFID system for the library was recommended by the Long Range Planning Commission. This has yet to be voted upon by the Town Council, but approval is likely.

**LIBRARY BOARD CHAIRMAN:** Polly reported that Laurel's presentation to the Town Council budget committee on Monday, February 22 was well received. Laurel spoke about ways that regional libraries are cooperating to save money and corrected some misconceptions about the library budget.

**APPROVAL OF MINUTES OF JANUARY 26 (regular meeting,) AND FEBRUARY 2 (special session)**

- **It was moved, seconded and carried to approve the minutes of January as presented.**
- A correction was made to clarify those in attendance at the February 2 special meeting. **It was moved, seconded and carried to approve the minutes of February 2 as corrected.**

**LIBRARY DIRECTOR – REMARKS AND QUESTIONS**

- Laurel distributed data on non-resident use of the Wethersfield Library. Wethersfield residents have borrowed more from other libraries than non-residents have borrowed from Wethersfield.
- Laurel distributed data on staff salaries before and after unionization of staff. Polly commented that the salary schedule that the Board adopted in 2004 was the result of

Approved

board-director discussions and served to standardize salaries. There had been no salary schedule for several years.

- Laurel reported that staff member Mary Lynn Hobbs is seriously ill.
- The new library Website has been launched. It was a relatively smooth roll-out.
- Laurel distributed packets of publicity fliers for library programs to each board member. There was discussion about the most effective way to communicate this information to the board. Laurel will try paper packets for a while and reassess.

**LIBRARY SURVEY:** 413 surveys were received by the end of January. Meher Schulman has compiled the data into graphs and will speak to Town Council about the survey during the public comment portion at their March 1 meeting. There is a strong correlation between library card holders and registered voters.

#### **PROGRAM VERSION OF LIBRARY BUDGET:**

- Laurel distributed the program version of the budget, prepared at the request of town manager Jeff Bridges. The five programs identified for the library are:
  - Loaning materials
  - Child education
  - Lifelong learning
  - Computer access and training
  - Town commons

These five programs will be the jumping off point for establishing goals and ways to measure success. These in turn will mesh well with the creation of a strategic plan.

#### **LIBRARY BY-LAWS**

- Revisions to the by-laws were discussed and a vote was tabled until the next meeting. Laurel will incorporate the proposed changes into a new draft for the next meeting.

#### **COMMITTEE REPORTS**

- **Finance Committee:** Tim asked whether Laurel had received notification of the new account from Liberty Bank and was told she has. Tim asked Laurel to forward this to Clare, chairman of the Finance Committee.
- **Outreach Committee:** Jenny and Donna Brown are almost finished creating a PowerPoint presentation for the March 15 council meeting. They will have Laurel review it before they present.

#### **OTHER BUSINESS:** None

At 8:13 it was moved, seconded and carried to adjourn the meeting.

Next month's meeting will be on March 23, at 7:00 p.m.

Respectfully submitted 3/15/10,

